

# Battle Ground Town Council

## Meeting Minutes, July 10, 2017

Attending: Steve Egly, Council President; Councilor Greg Jones, Councilor James Miller, Councilor Mike Bird, Clerk Treasurer Georgia Jones, Town Attorney Eric Burns, Street Supervisor Ron Holladay.

Guests: Dave Buck and Ryan Smith of Butler Fairman & Seufert, Zach Raderstorf, Joanne Kuhn Titolo.

Steve Egly opened the meeting at 7:00 p.m. Additions to the agenda include mosquito spray policy, proposed amendment to the salary ordinance, and request for sewer service to a subdivision.

### Guest Comment

Marvin and Betty Baxter requested a sewage tap-on at 6306 N 300 East. Due to the type of connection at that location, tap-on requirements include:

- 1) Tap fee and related expenses incurred by the sewage department to prepare the line for the tap
- 2) Check valve and grinder pump
- 3) Waiver of remonstrance against annexation that can be recorded
- 4) Hold harmless agreement due to the connection to a pressurized line

**Motion** by Steve Egly to allow Marvin and Betty Baxter, 6306 N 300 E, to install a sewer connection contingent upon meeting the conditions outlined by the sewage department. Second of Greg Jones, motion carried. 4 Aye, 0 Nay.

Dave Buck presented a study for extending sewer service to the area north of CR 600 N and west of Hawk's Nest. Area Plan approved the request for minor subdivision at the intersection of SR43 North, and the study extends to potential development of other properties between SR43 and Hawk's Nest. Two alternates were suggested, one of which uses more of existing easement.

Dave Buck presented a report responding to the council's request to study the septic system at 2636 E 600 and provide a recommendation for sewer service based on current building codes and health codes. The residence is connected to the municipal sewer service, the tap fee was waived in exchange for a sewage easement that cut across the original finger system. Instead of bypassing the old tank, it was modified to empty into the sewer line. Due to low volume of water flow, it collects sediment and needs to be pumped periodically.

The engineers determined that under current health code the finger system is no longer an option and the old septic tank must be properly filled and not used. The engineering recommendation is that a new lateral with appropriate clean-out be installed to connect at Harrison Meadows. Ron Holladay and the engineers will meet with Charles and Jane Miteff to explain the requirements.

The process to establish a Storm Water Utility requires public notice and a hearing, to be scheduled in August. Letters of explanation will be customized for residential, commercial and non-developed parcels, to answer some questions prior to the meeting. A location will be determined after a date is selected.

## **Department Reports**

### **Police**

Jerry Burk will meet with Karin Bergman, 307 College Street to discuss repairing or removing an unsafe garage on the property.

Fireworks ordinance ended July 9 but a number of late hour and post-date violations were reported.

### **Sewage**

The four-inch trash pump was taken apart to repair and found to be in worse condition than originally thought. This is a 2006 model and repair parts are only available in Canada. The needed parts are estimated to cost \$4500 plus shipping.

### **Street Department**

Ron found a local contractor who has a use for compost material, and moved 22 tri-axle loads out of the plant.

Discussion of the need for a salt barn to hold the additional inventory required. The current barn is 40 x 20 single door, the desired construction for a new barn is 60 x 30 two-door design with concrete floor, marine grade plywood lower walls, metal upper wall and roof.

Discussion of storm water problems in Shawnee Ridge. A house on Cascade Court has an incorrect installation of storm water pop-up valve and outflow is running over the adjoining lot.

Vester and Associates requested sewer service to a proposed subdivision near Abby Marle on CR 725 N about ½ mile north and west of Woods Edge. The number of houses is low and would require a new force main extension to the area. Motion by Steve Egly to not provide service to the requested area, too far from existing system. Second of Greg Jones, motion carried. 4 Aye, 0 Nay.

### **Town Attorney**

The owner of the old Holiday Inn site is on track to have the property clean and secured by August 8. The representative from Shawnee Ridge homeowner association has not been located.

### **Clerk-Treasurer**

**Motion** by Greg Jones to accept the minutes of June 12 and July 5. Second of James Miller, motion carried. 4 Aye, 0 Nay.

**Motion** by Greg Jones to accept the Register of Claims, June 13 to July 10. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

**Motion** by James Miller to accept a contract with PEN Innovative Consulting for assistance with funds for the waste treatment plant bond not to exceed \$350.00. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

## **Area Plan**

Committee is still working to define some gray areas of responsibility for road surfaces on sections of CR 600 N and Prophets Rock Road. Steve Egly met with Stuart Cline and Mike Spencer to look at ways to resolve them. Options include annexing the road sections, or have a quitclaim of the right of way to allow maintenance. The town is restricted from requesting grant funds for sections of road that are not under town control. Acquiring these areas will bring in limited additional revenue but they are problems for consistent maintenance and grant projects. Eric Burns and Steve Egly will continue the research for a resolution.

## **Committees**

### **Personnel**

A final draft of the handbook will be uploaded to Dropbox for councilors to review and be prepared for a decision at the August meeting.

### **Streets and Roads**

Road surfaces were reviewed and updates made to the road plan for crack seal and Total Patcher project descriptions. Steve Egly is preparing seven applications for Community Crossings grants using a preferred projects list from the July 5 meeting. The total feet of repair area has changed on some projects and the cost estimate is slightly higher. Final adjustments were made to CCMG projects, changing the total project costs. Applications deadline is July 14, the plan is to mail ours July 12.

Tippecanoe County is not an INDOT pre-qualified contractor and will not be eligible to hire for grant-funded projects after January 1, 2018.

**Motion** by James Miller to increase CCMG grant projects funds approval to \$104,000. Second of Mike Bird, motion carried. 4 Aye, 0 Nay.

### **Old Business**

The proposed ordinance to establish and define responsibility for collection system repairs is tabled until August 14. A reminder will be sent for the August meeting to resume discussion.

Sump pump discharge policy was discussed, relative to the pending Storm Water Utility. At this time each situation will be evaluated and resolved considering the options available at each location.

Four applications were received for the open council seat for Ward 5. A special meeting to interview candidates is scheduled July 17 at 7:00 p.m. and will comply with open door requirements.

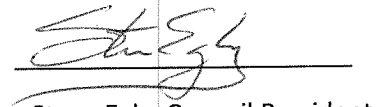
### **New Business**

A resident has requested the mosquito misting schedule show more specific application dates and times. A more detailed explanation will be provided but remains contingent on weather conditions, and changes periodically. Application is made in the main part of town on Monday and Wednesday at dusk when wind speed is 10 MPH or lower. Tuesday and Thursday the application is made in the subdivisions along CR600N.

Discussion of proposal to provide additional compensation for some council member duties such as working on road plans, supervising construction projects, or assembling grant submissions. At this time, there is an additional stipend of \$400 annually for the responsibilities of Council President and \$400 for the Area Plan member. Specific duties could be submitted as a quote for service and the work pre-approved as a contractor with appropriate disclosures. Some of the duties touch on the job description of a town manager which is not allowed as a council member.

**Motion** to adjourn 9:29 p.m. by James Miller with second of Mike Bird.

  
Georgia Jones, Clerk Treasurer

  
Steve Egly, Council President